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ABSTRACT

This document comprises four reports related to the Midwest State Archives Guide Project. The first report, "Producing In-House Finding Aids and Administrative Reports: An Expanded Data Base Design," details an expanded SPINDEX database design that could be used to produce a variety of administrative reports. Specific examples are given and an evaluation of the database design is provided. "Report on Data Entry Alternatives" discusses the various data entry options available to SPINDEX users, including the CPT 4200 with visual memory, magcard typewriters, Wang word processors, and a text editor on the Univac 1100/82. "Approaches to Archival Indexing, A Discussion Document" includes background on subject access systems, existing systems, the nature of the Midwest State Archives holdings, the state of information retrieval, the needs and resources of archives, and multi-institutional access. The final report, "Subject Terms Used in the Illinois State Archives and in the Wisconsin State Archives," contains lists of terms used for subject access in each of the two states and the Wisconsin Subject Authority List; the authority list provides cross references. (THC)

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THE MIDWEST STATE ARCHIVES GUIDE PROJECT: COLLATERAL REPORTS

IR050973

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PRODUCING IN-HOUSE FINDING AIDS AND ADMINISTRATIVE REPORTS: AN EXPANDED DATA BASE DESIGN

A Report Submitted to the
National Historical Publications and Records Commission
upon the Completion of
Grant Number 80-8

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PRODUCING IN-HOUSE FINDING AIDS AND ADMINISTRATIVE REPORTS:
AN EXPANDED DATA BASE DESIGN

Introduction

SPINDEX rearranges the data in a data base by sorting on the contents of fields and printing the resulting index. Potentially, any field can be used as an index; practically, only some of the fields make logical access points. Some indexes so created are user-oriented (i.e., are what we normally think of as indexes) and others are archivist-oriented administrative reports.

Although the intent of the initial NHPRC data base design was primarily to produce user-oriented guides and indexes, participants in the Midwest State Archives Guide Project believed that the data base could also be used to produce a variety of administrative reports. These reports or special lists can provide an overview of the holdings by categories and can identify classes or groups of records which need special treatment. The advantage of using the data base to produce these reports is to eliminate the need to maintain and keep current several separate files.

We expanded the data base to make this possible by adding fields not assigned by the NHPRC data base design, and, in some cases, by utilizing additional levels.

Examples

Both Minnesota and Wisconsin found it useful to produce a shelf location list. Because a series is not always shelved in a single location, it is necessary to create a "trailer" (level 8) record for each location after the first. Both the level 6 record and the trailer record contain the following fields:

123 (Series number, a non-standard field)
130 (Current Parent Agency name, a non-standard field)
140 (Series title)
510 (Material at this location, a non-standard field)
520 (Location, a non-standard field)

For Wisconsin, the general holdings list prints the Location field (520), and if the records are shelved in more than one location, the Materials field (510) from both levels 6 and 8. Minnesota and Wisconsin both create location lists by sorting on the 520 field. Displayed under the location is the series number, agency name, title, and material (see figure 1). This list will be used as a means of reading the shelves in order to make sure everything is accounted for and to locate mis-shelved materials.

Figure 1:

MAD 3M/72/K1-2
  Series 1234 Executive. Patrick J. Lucey Papers Boxes 55-59 (1977)
MAD 3M/72/K3-P5
  Series 1 Public Service Commission. Formal Case Files
MAD 4 /58/A1-B2
  Series 1234 Executive. Patrick J. Lucey Papers Boxes 1-54 (1970-1976)

We also create a series location list by sorting on the 123 field with a tertiary sort on the 510 field (there is no SPINDEX secondary sort in this case). We display the agency name, series title, materials, and location(s) under the series number (see figure 2). Copies of these lists, in series number order, will be used as stack guides and will be placed in each area as an aid to paging.

Figure 2:

Series 1
  Public Service Commission. Formal Case Files MAD 3M/72/K3-P5

Series 1234
  Executive. Patrick J. Lucey Papers Boxes 1-54 (1970-1976) MAD 4 /58/A1-B2
  Executive. Patrick J. Lucey Papers Boxes 55-59 (1977) MAD 3M/72/K1-2

Both Minnesota and Wisconsin added a "Condition/Status Code" field (93X) and a "Regional Repository Selector" field (94X). Lists of codes were developed to identify records in need of conservation, records which are candidates for microfilming, records which should be reappraised or weeded, and records which need reprocessing. Rather than use this field as a selector, we use it as an index field and periodically produce lists for administrative review. The Regional Repository Selector field will be used as a selector when we want to produce guides to the regional reseach centers where some of our holdings are deposited, or to produce as an index, a listing of holdings at each center.

Wisconsin also uses the data base to maintain information about accessions. When a new series or collection is created, that is, when the first accession for that series or collection is accessioned, a new level 6 record is created (level 4 for manuscript collections). This record has only a brief, tentative, summary description of the series or collection as a whole. In addition, a level 7 record is created for the accession. As accessions are added to existing series or collections, new level 7 records are created. These level 7 entries repeat the agency name and title, and include accession number, date accessioned, dates of the accessioned material, accession-specific descriptive data, quantity accessioned, condition codes, donor or source names, and other information about each accession. The accession information remains in the data base as a level 7 record until the accession is processed and descriptive information is incorporated into a revised series or collection description. At that time, the level indicator of the accession record is changed to level 1, and the date processed and the quantity remaining after processing are entered. The level 7 data will be displayed in our general holdings list under the series entry, to give the

reading room staff and researchers a complete picture of the holdings. Level 1 and 7 data will also be used to produce lists of unprocessed accessions, lists of records accessioned and processed during a given time period (for annual reports), lists of records needing special attention, lists of records for a particular regional center, and donor lists.

Other lists which may be produced include an accession number list, to correlate original accessions with final identification with a particular series or collection; a records disposition authorization list, used when accessioning new state public records to determine if records transferred under a particular authorization should be treated as an addition to an existing series; an agency index which, although used as a researcher access tool, is also used by the archivists to compile agency histories and to standardize agency naming conventions; a series title list, also used to standardize naming conventions; a list of restricted records, used to alert reading room staff of such records and to review for restriction expirations; a list of records in microforms, to produce a sales catalog; a list of related records, to check for obsolete entries or blind references; a list by arrangement, in order to identify records which require additional processing or indexes to make them more accessible; and a list by quantity, used to identify very large series or collections which might need additional work or more detailed finding aids, to promote storage efficiency, and to serve as a source for statistics on holdings.

Evaluation

Using the data base for these general administrative purposes is very useful. These expanded elements of the data base design, however, were added on to what was intended to be essentially a descriptive data base, and were not thought of as part of a comprehensive archival record keeping and reporting system. The SPINDEX file structure and processing programs do not easily facilitate an ideal administrative information system. SPINDEX requires a duplication of certain fields and thus some overhead. For example, to create the location lists, it was necessary to repeat the same information at each level. This is also true for the accession files. A more ideal system would allow for the use of searchable and indexable data elements within fields. For example, the location field (52X) could have two subfields, "material at this location" and "location." Then it would not be necessary to create trailer records with redundant data.

Although we successfully manage to use SPINDEX to produce the administrative reports needed to help control our holdings, it is very clear that there are problems with this approach. Many lists, such as shelf location lists, can be most efficiently produced using a batch process. For other purposes, lists would not have been necessary if an on-line system was available. It would be advantageous, for example, if the disposal authorization data could be searched on-line whenever a new accession is received. Such an on-line file would be up-to-date at all times and would be used only when needed, rather than having a large printout to check. An on-line system could more easily produce "action" lists of work to be done this month, rather than indexes of work to be done for every month. Investigation into the economics of providing on-line access to at least selected data elements is a project for the future.

REPORT ON DATA ENTRY ALTERNATIVES

A Report Submitted to the
National Historical Publications and Records Commission
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REPORT ON DATA ENTRY ALTERNATIVES

During the course of the Midwest State Archives Guide Project several methods of data entry were developed and tried. Since SPINDEX data entry has been a problem for some SPINDEX users, our experiences might be instructive.

The first data entry method we used was the CPT 4200 with visual memory. It was used because at the time the NHPRC encouraged its use and because a special "loader" program had been written for it. The CPT 4200 is a magnetic cassette machine with fair word processing capabilities. SPINDEX data entry, however, requires that cassettes be sent to the National Archives in Washington, D.C. for conversion to a nine track, 800 BPI SPINDEX input tape, which is processed through SPINDEX program ARSP1D (the loader program). This system is not recommended; the turn-around time for shipping tapes back and forth to Washington is unacceptable.

We also used magcard typewriters. Both the A.B. Dick Magna I and the IBM Magcard II can be used for data entry. Both have word processing capabilities. To use them for data entry requires access to an IBM Communications Magcard II. We use a system made available to us through the University of Wisconsin-Madison library system. The system uses a 2780 telecommunications protocol, but the protocol used is a function of what the host computer center can support. Although A.B. Dick makes communicating machines, they do not communicate in a protocol available at our computer center. After communications, the information is processed by a modified version of SPINDEX program ARSP1C (the MT/ST program) which produces an ARSP10 file. Alternatively (and preferably) the data can be transmitted from the IBM main frame to another word processor for further editing and coding before re-transmission to SPINDEX. We used magcards to enter Illinois data created on the IBM Magcard II in Springfield, as a temporary data entry device after the CPT was no longer available, and as a means of using our word processing personnel to extend our data entry capacity.

The data entry device that we found most acceptable was the Wang word processor. We used a stand-alone System 20 for a few months, but for most of the project we had access to an OIS-140, which we rent from the computer center as part of a network. The Wang has powerful word processing capabilities, its "glossary" and "decision processing" features easily allow a nonprogrammer to essentially "program" it for data entry and for preprocessing and checking for invalid data. Each Wang batch is communicated to the IBM 370 by 3780 protocol. It is processed by a simple program (which was written by the computer center staff) to convert it to an ARSP10 file; it is then sent through programs ARSP2-4, the file maintenance stream. The Wang can also be used to send JCL to run other SPINDEX programs, and to receive the output of these jobs. It should be noted that two other SPINDEX projects are using the Wang as a data entry device: the Kentucky Guide Project and the City of

Portland Archives. The South Carolina Department of Archives and History has a Wang on order at this time.

Even though the new loader program was developed specifically for data from the Wang, it could take data from any word processor or microprocessor which can produce an 80 column card image record. The record sent from the Wang to the IBM does not have any Wang special characters, nor does it have tabs, indents, or carriage returns. These control characters are replaced with the correct number of spaces, according to the tab settings. The following is an example of how it works:

(In this example, → is an indent, which causes all subsequent lines to wrap around; ▷ is a tab; ◁ is a carriage return, and ¥ is a space.)

A SPINDEX input field on a Wang document can take any one of these forms:

270 →This is the description of a record series entered for purposes of demonstrating how the Wang word processor telecommunicates records to SPINDEX. ◁

270 ▷This is the description of a record series entered for purposes of ◁
▷demonstrating how the Wang word processor telecommunicates records to ◁
▷SPINDEX. ◁

270¥¥¥This is the description of a record series entered for purposes of ◁
¥¥¥¥¥¥demonstrating how the Wang word processor telecommunicates records to ◁
¥¥¥¥¥¥SPINDEX. ◁

The results after telecommunications:

270¥¥¥This is the description of a record series entered for purposes of¥¥¥¥¥¥¥¥
¥¥¥¥¥¥demonstrating how the Wang word processor telecommunicates records to¥¥¥¥¥¥
¥¥¥¥¥¥SPINDEX.¥¥¥¥¥¥¥¥

text editing processor on the same IBM computer as the SPINDEX programs run on, then use the loader program to process an input batch.

These are examples of the data entry options available for SPINDEX users. An understanding of the SPINDEX files, of the nature of the record created by any one of a number of possible data entry devices, and of the communications protocols available, makes its relatively easy for a user to set up his own data entry system.

APPROACHES TO ARCHIVAL INDEXING,
A DISCUSSION DOCUMENT

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APPROACHES TO ARCHIVAL INDEXING, A DISCUSSION DOCUMENT

The Midwest State Archives Guide Project was an NHPRC-funded project involving the state archives in Minnesota, Illinois, and Wisconsin. Its main goal was to create a data base using existing series descriptions of the public records held by the three repositories. Using a data base design compatible with the NHPRC design, we sought to demonstrate the feasibility of combining descriptions from several institutions into a single access system. In entering our descriptions, one of our objectives was to provide better subject access to our holdings and we envisioned a common authority list which we each would use to index our series descriptions. It quickly became apparent in Phase One of our project that subject access is an intellectually complex area and we therefor included its study as a major aspect of Phase Two of our project. That study is reported in this discussion paper.

The study focused on several related areas: the applicability of currently available systems of access, the nature of archival materials and its impact on subject access, developments in the information retrieval field, and the varying needs and resources of archival agencies which affect their subject access choices. We monitored with great interest the work of SAA's National Information Systems Task Force and considered how systems utilized to meet our differing local needs might mesh into some kind of national information system. And as we considered these more theoretical questions, we dealt on a daily basis with developing a functioning system for our own holdings. In the course of our study, we came to a greater appreciation of our institutional differences and of the multiple ways in which access can be gained. We discarded our earlier simplistic assumptions about cooperative access systems. It might be said that we matured in our expectations of what any subject access system can accomplish. And we learned to distinguish between just subject access and a system of general access which would meet other needs of a successful search strategy for archival resources. We began our intellectual journey by gathering information on existing access theory and experiments.

Background

The library profession is logically the source of most information and research on subject access. Some systems of access to published materials are inapplicable or inadvisable for most archival holdings, for instance, citation indexing and classification schemes. However, other approaches seem to hold more promise for archives or are already being applied to archival holdings in some institutions; these include four approaches we discussed in some detail--natural language systems, authorized subject headings, systems based on thesauri, and PRECIS. As background, one must understand three concepts used in analyzing the various subject access systems. These are post-coordination and pre-coordination, syndetic structure, and precision and recall.

Most of the four approaches noted can be utilized either in a post-coordinate system or in a pre-coordinate system. Post-coordination means descriptions are indexed by terms denoting each of the individual concepts present but these concepts are not combined or related to each other until the

search stage. The computer has made large scale post-coordinate systems practical. An example of a post-coordinate approach would be indexing a book on Black women in the labor market under "Blacks," under "Women," and under "Labor market." The searcher who requests information on any one of these terms or on any combination of them (for instance, "Blacks AND Women" or "Women AND Labor market" or "Blacks AND Labor market" or even "Blacks AND Women AND Labor market") would obtain a reference to this work. One who asks for information on "Blacks AND Women AND Education" would not.

Conversely pre-coordination means appropriate terms are associated at the time of indexing rather than at the search stage. A totally pre-coordinate system would use a single index term, something like "Women in the labor market - Blacks." Depending on the approach, users would find the citation only in this one word order alphabetically under "W" or they could find it under each element of the heading. Pre-coordination is the more traditional system.

Both kinds of systems present advantages and disadvantages. It is possible in post-coordinate indexes to get "false drops," i.e., inappropriate references due to coordinating words which were not related when in context. An example of this is that the request for "Blacks AND Women" might also gain a citation to a work on Black truckers and their attitudes toward women drivers, a work of minimal interest to the researcher interested in Black women. This does not occur in pre-coordinate indexes. On the other hand, post-coordination has the advantage of searching for terms in any combination specified, while in pre-coordination, the ease of finding any combination is determined by word order. For example, a post-coordinate system responds to the request for "Women AND Labor market" with one relevant list of citations and to the request for "Women AND Blacks" with another list; a pre-coordinate index may group "Women in the labor market" references conveniently, but if you want "Black Women," you have to examine everything indexed under "Women in the labor market - Blacks," "Women in education - Blacks," "Women in charitable work - Blacks," and so on. Word order determines which combinations are reasonably accessible. In practice, most systems have some elements of both pre-coordination and post-coordination.

Most of the approaches applicable to archival resources also utilize some kind of syndetic structure. These systems employ authority lists, i.e., lists of words and phrases which have been authorized or approved for use as subject headings. The syndetic structure consists of references from nonauthorized terms to synonymous or related terms which are authorized--for example, "Calamities, see Disasters"--and of cross references referring the searcher from one authorized term to other related authorized terms--for example, "Disasters, see also Accidents." The quality of the syndetic structure is of major importance in the success of a subject access approach.

Precision and recall are terms used when measuring the success of an access system. Precision is a measurement of relevance. It is expressed numerically as the number of relevant items retrieved, divided by the total number of items retrieved. Recall is the number of relevant items retrieved, divided by the total number of relevant items in the system. A system with high recall supplies a searcher with most of the system's items on the

requested topic but only a few might be exactly what the searcher needs. A system with high precision supplies more exactly what the searcher needs but does not supply items closely related which may also be useful. Since searchers vary in their requirements, an information system should allow a searcher to aim for either high precision or high recall, and to alter the search strategy to be more or less precise depending upon initial results. Precision and recall are greatly influenced by the degree of specificity of the vocabulary and by the thoroughness of the syndetic structure.

Existing systems

Next we studied the four approaches mentioned earlier as applicable to archival resources. Which of these might be the best option for an institution wanting to provide subject access? The first is a natural language system. Natural language systems are those which have no authorized vocabulary and usually no syndetic structure. Most commonly they utilize words which actually appear in titles or abstracts and arrange them in A-Z order. One version is KWIC (Keyword in Context) which highlights one at a time each significant word in a title, printing the entire title alphabetically according to the word highlighted. The great advantage of natural language systems is that they are both economically and quickly produced. Though many librarians feel natural language is an unreliable approach, in retrieval experiments natural language generally has matched other systems in results. An experiment we conducted in our project using the natural language of our series descriptions did yield relatively successful access.

Authorized subject headings is the approach most commonly found in United States libraries with Sears List of Subject Headings and Library of Congress Subject Headings predominant. Particularly since the Library of Congress began supplying catalog cards and now MARC tapes to other libraries and to bibliographic utilities such as OCLC, LC subject headings have become widely used by libraries because of the economies associated with their adoption. Authorized subject headings are largely pre-coordinative with access under the initial word of a heading only; they have a syndetic structure using "see" and "see also" references; and they are usually presented in A-Z order. Many archival institutions use authorized subject heading lists; some use LC and others have compiled their own lists. Some institutions file the headings alphabetically while others are known to arrange headings alphabetically within larger class groups.

Authorized subject headings have been attacked as inadequate. Critics note that new knowledge requires the adoption of new terms or new combinations of terms, something which usually is done very slowly. Access is limited to the single keyword appearing first in the heading. This requires sometimes circuitous follow-up of cross references by users who begin their search elsewhere. Library of Congress headings particularly have been attacked for racism, sexism, western chauvinism, inconsistency of word choice and word order, and an unsystematic approach in the cross reference structure. Consistency in application is discouraged by nearly synonymous authorized headings and by a lack of scope notes.

Thesauri, the third approach, also utilize authority lists of accepted terms. Existing thesauri are almost all post-coordinative, though frequently they use pre-coordination within their authority lists. Access is usually via computer and usually on-line. Their syndetic structure is quite refined: USE refers searchers from non-authorized terms to authorized ones, UF (used for) denotes the opposite relationship, and BT (broader term), NT (narrower term), and RT (related term) provide those other references grouped under "see also" in authorized subject heading systems. Most thesauri go beyond A-Z word access and attempt to establish conceptual relationships by sending searchers from the A-Z list to additional hierarchical tables of authorized terms or to groups associating related terms. In some systems, MEDLINE for instance, a searcher can direct the computer to search into other hierarchical levels of a requested term as well as searching for the term itself. For example, for information on leukemia, the computer could also check up the hierarchy for cancer citations or down the hierarchy for citations on specific types of leukemia. Thesauri have been compiled for many specialized fields of knowledge but so far no general thesaurus exists comparable in inclusiveness to Library of Congress Subject Headings. A general archives wanting to use this approach therefore would need to compile its own thesaurus.

PRECIS, like the thesaurus, is a relatively new system of subject access. Developed by the British National Bibliography and first introduced in 1971, PRECIS stands for PREserved Context Indexing System. The overall subject is put into a title-like statement and the terms of that statement then are rotated to provide access under each term in turn. The entire string is presented to the searcher so the reference always is provided in its full context. Word order is determined by analysis of the function served by each word and the rotation is done by computer. Output has been primarily printed indexes and lists, though starts have been made at providing on-line access. The BNB is gradually building a thesaurus of previously used terms; each term as it is employed is studied in dictionaries, encyclopedias, classification tables, and similar tools, and cross references are entered at that time. PRECIS catalogers learn how to apply the system in intensive training sessions. PRECIS has been adopted in only a few institutions in the United States so far.

The nature of our holdings

With this background information in mind, we turned to a consideration of the nature of our holdings and how they differ from published resources to which subject access systems are commonly applied. Access to public records is traditionally via their office of origin. This is necessarily so in their pre-archives state and since the establishment of modern archival repositories this has been continued and sanctified through the principle of provenance. Many institutions have not gone beyond provenance, feeling either that it provides adequate access or that improved access, though desirable, is beyond their means. For those who do apply a subject access system, that access is usually enhanced by the context provided by provenance. For example, the subject descriptor "Railroads" gains definition if one places it in the context of records of the Illinois Commerce Commission. The researcher can make mental connections between the subject "Railroads" and the functions of government activity.

A second aspect of our holdings is that they are arranged and described collectively. The Midwest State Archives Guide Project was based on descriptions at the series level, with subject access provided to those descriptions. Because series of records range between the extremely heterogeneous (e.g. "Governor's Subject Files") and the extremely homogeneous (e.g. "Cosmetology Board Registers of Licensed Beauticians"), subject access will vary in its level of precision. Overall, subject access at the series level cannot have high precision.

Another consequence of our holdings' arrangement and description is how they are used. With access at the series level, archival resources generally are not ready reference materials. Series that do provide quick specific answers sometimes are accessible through provenance and creator-provided indexes. The majority of series are not of this type and can be very time consuming to use. The records may be large in quantity, have varying arrangements, and lack detailed finding aids. This implies that the most likely users of series level subject access will be researchers doing long-term, in-depth research. This exhaustive kind of research use finds high recall of greater importance than high precision.

The state of information retrieval

From considering the nature of our holdings, we turned to consideration of the information retrieval field. Radical technological development has revolutionized, it might even be said has created, the information retrieval field. Society as a whole is using more and more automation. Several trends have become apparent, among them the trend toward on-line access to data base information, the trend toward use of smaller computers whenever appropriate, the trend toward generalized software, and the trend toward user control of the data. Some of these trends are visible in libraries throughout the country and it seems reasonable to expect them to affect archival repositories as well. At the minimum, it is likely that more and more archives will be adopting automation in some form.

As archives automate, there are opened access possibilities other than the traditional printed catalogs and guides one currently uses to gain entry to archival holdings. Much archival automation which has occurred so far, including most of the SPINDEX applications, has been aimed at publication. Automation has been viewed as the means of making manageable the cumulation of data so that up-to-date revisions can be issued in a timely manner. However, the cost of publication in print or even in microform has increased dramatically. Partially as a consequence, the purchasing power of our audience has decreased. How many guides with frequent revised editions can our audience afford? And if few can buy them, what purpose is served by producing them? Information retrieval technology offers the potential for on-line access without published guides. And within our reference rooms and potentially beyond them too, on-line access can allow for new subject approaches not possible in print form. Using Boolean logic to search assigned index terms or natural language descriptions has become an alternative to a pre-coordinated printed index.

The needs and resources of archives

As we discarded our earlier assumption that an index had to be in print form, we questioned too our assumptions on the nature of multi-institutional cooperation in subject access. Funding cuts to the NHPRC, which was particularly interested in building a national data base, were taking away the carrot of cash which was a major force in encouraging agreement on procedures among archival institutions. But the NHPRC was not the only party interested, and though the loss of federal funds may slow the progress towards some national system, it may have the advantage of allowing a system or systems to evolve which will be more flexible in meeting the needs of more kinds of archival institutions. The work of SAA's National Information Systems Task Force explored the many models and scenarios in which such systems might develop. During the course of the MSAGP discussions, we came to a greater realization of the diversity of needs and resources which exist, even among three Midwest state archives. We reflected at length on the factors which affect both the choice of an internal subject access system and the potential for combining into multi-institutional systems.

In choosing a subject access system, an archival repository must consider its needs, its resources, and its environment. Needs are closely related to clientele. An institution patronized largely by genealogical researchers may have little use for series level subject access and prefer to compile name indexes to selected series. A manuscript repository with a specialized collecting area may need far more precision than that which would be supplied by a general subject authority list. An institution which serves many scholars may be highly concerned with accommodating research in emerging and unforeseen fields of study. In contrast, an archives which primarily serves administrators may want to dispense with general subject access altogether. A high percentage of outside in-person users may encourage a different choice than a high percentage of mail reference or users from inside the institution.

Resources too can vary considerably both in nature and quantity. Some institutions with no access to computers must choose an access system which operates manually. Some have SPINDEX programs which are aimed at printed output. Some have programmer time available for writing or modifying access programs. Some have cheap computer time which would encourage consideration of an on-line system. An institution with low-cost labor available for tasks such as filing routine A-Z catalog cards might choose one system where another institution with only relatively expensive professional staff time at hand might prefer to counsel users through a more esoteric access approach.

Finally institutional environment can make a difference in choosing an appropriate access system. A repository with responsibility for or in the same institution as other research resources may want these resources available through one data base or at least in compatible systems. An approach which works well for one kind of resource, say public records, may not work well for other kinds, for example, audio-visual resources. This pressure to be compatible may be self-imposed or imposed by administrators within the institution. A common example of this environmental impact is an archives associated with a library which is obligated to apply Library of Congress subject headings to its descriptions.

Multi-institutional access

All of these need, resource, and environmental factors work together within each repository to encourage use of some access approaches and discourage others. No one approach is best for all institutions. And all the factors are operational in any attempt to establish a multi-institution system -- along with other even more complicating ones. These factors can be illustrated by examining a hypothetical case of a multi-institutional system. Say that all the repositories in the state of North Arkvania decide to form a common data base with subject access. If one participating institution provides subject access through the natural language of the narrative descriptions in an on-line Boolean access system, another assigns Library of Congress headings in specified index fields, and another has compiled its own specialized thesaurus of subject terms, how can the data base be accessed meaningfully? The size of the data base would also have an impact. Even if all institutions used the same approach, for example assigned terms from a single authority list, the mere bringing together of many institution's entries would create problems. "Public utilities" may be a specific access point when used by one institution which holds 10 series cited under this term. But when combined in a regional index, there may be 40 or 50 citations under this term. In that case, it would be preferable to use more precise keywords such as "Electric utilities," "Telephone utilities," and so on.

If the Arkvanians couldn't function cooperatively combining existing local index approaches, perhaps they would decide to implement one common approach and ask each participating institution to conform to it. What incentive would participants have to do so? Since archival resources are unique, there would be no cost savings motive as exists with shared cataloging in libraries. Conformity could be achieved by indexing twice, once for the cooperative system and once for local needs, or an institution could drop its own system and use only the cooperative one. The cooperative system might need to operate like NUCMC with a central staff doing the indexing. Or the Arkvanians might conclude that the only possible approach is to use Boolean operators and search the natural language of the narrative descriptions.

MSAGP participants devised another model of a cooperative system involving a central core of broad subject categories. These approximately 25 categories would be totally exhaustive, providing a home for all possible subjects, and would be mutually exclusive and include scope notes so that any subject clearly fit into one and only one category. Cooperating institutions would apply as many of the broad subject categories as appropriate to each series or collection description. In addition each institution could index in a more detailed manner if it chose but these entries would not be consistent from one institution to another and likely would vary in approach, word choice, and depth. We envisioned the data base functioning as an on-line system. The broad subject category specified by the researcher would limit the number of descriptions within which one would search either the natural language narratives or assigned index terms.

The advantages of such a model for a national system are several. Such an approach would be affordable for anyone to input as a small list could quickly be applied to series or collection descriptions; the system could be built

from local input without additional central staff; and it would permit an on-line search to be conducted more economically inasmuch as it limits the portion of the data base to be searched. An important advantage is that it is a politically realistic model, allowing for institutional variations of method geared to local needs. And finally it allows for refinement of the broad categories in the future, conceivably though not at all necessarily resulting someday in a full thesaurus. The refinement need not come across the board to all subject categories at once--As one or several institutions desired to adopt or produce a more detailed breakdown within any broad subject category, they could do so. Refinements then could be applied or not by other institutions as they individually decided. Marketplace forces would influence the compatibility which developed from this.

Conclusions

Looking at subject access in light of all of the above and of our observations made while applying subject terms to our series descriptions, we came to some very specific conclusions. First, we realized that we had not fully appreciated the time-consuming nature of assigning subject terms from an authority list. Staff from one participating institution estimated half their coding and editing time was spent in assigning subject headings. Second, we concluded that access needs will vary not only from institution to institution but even from product to product within an institution; for example, Wisconsin's Braden collection appears in both their mass communications guide and their social action guide but the subject index entries vary, tailored to the precision and depth standards of each volume. Third, we concluded that SPINDEX's dollar sign indexing feature (which treats Ohio$Agriculture as both Ohio--Agriculture and Agriculture--Ohio) is rarely useful; a single cross-reference in a printed index is more economical than duplicate entries every time a keyword-secondary word combination occurs. Fourth, we concluded that compiling an authority list with a syndetic structure is a never-perfected effort. Each subject is related to many other subjects in many different ways; supplying cross references to document the hierarchies of the relationships and the points where they intersect is a most subjective task. Fifth, we concluded that subject indexes face unrealistic expectations by most users. People anticipate they can check one or two terms and find citations to most of what they would want to see; because of variations in focus of the resources and strategic practices required to keep the number of citations under any term manageable, this will rarely be the case. And sixth and finally, we concluded that the results of using Boolean operators in an on-line, full-text searching system would be equal or superior to all but the most rigorously designed and executed pre-coordinated system.

In reaching these specific conclusions and in discussing our model cooperative system and other alternatives, we came to realize that subject matter is only a portion of what a researcher wants to know about an available resource. An efficient search strategy for many archives users may have other access points equally as important as subject. A search might be delimited by the answers to questions such as

Which repository's records do you wish to use?
- A specific repository, or
- A type of repository, or
- Repositories in a geographic area, or
- All repositories

What specific creator do you want?
- Particular public agency or type of agency, or
- Particular person or organization, or
- Any creator

Which geographical/geopolitical area do you want records relating to?
- A country, or region, or state, or county, or other political subdivision, or
- Any area

What dates are you interested in?
- Year
- Less than or equal to year
- Greater than or equal to year
- Between two years
- Any time period

What medium do you wish to use/not wish to use?

What form of material do you wish to use/not wish to use?

What specific subject are you interested in?
- Name of person
- Name of organization
- Name of event
- Name of topic

Ideally, the search should be limitable by any of these answers in any combination. An access system should be evaluated by how well it facilitates the selection and combination of these search criteria, not just by how well it provides subject access.

SUBJECT TERMS USED IN THE ILLINOIS STATE ARCHIVES AND IN THE WISCONSIN STATE ARCHIVES

A Report Submitted to the
National Historical Publications and Records Commission
upon the Completion of
Grant Number 80-8

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September 1982

SUBJECT TERMS USED IN THE

ILLINOIS STATE ARCHIVES AND IN THE WISCONSIN STATE ARCHIVES

During the Midwest State Archives Guide Project, participants assigned subject index terms to their descriptions at the series level. Contrary to initial expectations, each state's needs and resources prompted differing conclusions about what access approach could most appropriately be used.

Illinois gained the use of a computer and programs with on-line capacity which could search assigned terms singly or linked with the Boolean AND. Wisconsin compiled a more traditional subject authority list and assigned keywords and secondary words to be utilized in print form. Based primarily on Library of Congress subject headings, the list includes a syndetic structure distinguishing between broader terms, narrower terms, and related terms in the manner of thesauri.

Due to a decision to establish some control over almost all holdings rather than complete control over a smaller percentage of holdings, Minnesota assigned subject terms to only a few series. However, their research and experiences during the project has prompted them to plan future trials with an approach providing the specificity of a book index. Sample entries might read:

Airports,
  Siting and development of, for Minneapolis-St. Paul area
O'Donnell, Michael,
  Correspondence of, as deputy commissioner of administration
Rainy Lake,
  Licensed commercial fishery harvest in

The final authority lists of terms now utilized in Illinois and Wisconsin follow these paragraphs. Also included is a list noting identical or similar terms which occur as entry words or keywords in both lists. (Differing choices of synonymous terms are not noted on the joint list.) These products are offered not as authorities for other institutions to adopt but as indications of what subjects are documented in state archival records and as examples of how two institutions in differing circumstances have attempted to provide subject access.

A

adoptions
adult education
advertising
aeronautics
aged
agricultural products
agricultural societies
agricultural statistics
agriculture
aid to dependent children
alcoholic beverages
almshouses
archives

B

bank closings
banks
barbers
blind
bridges
budgets
buildings
bus companies

C

canals
cemeteries
census
certifications
charities
child labor
children
chiropractors
cigarettes
circuses
cities
civil defense
civil rights
civil service
colleges
constitution
construction
corporations
crime
crops

D

dams
deaf
deeds
dentists
discrimination
diseases
draft
drainage
droughts
drugs

E

education
elections
electricity
employees
employment
employment agencies
engineering
engineers
express companies
extraditions

F

federal aid
ferries
finance
fires
floods
food stamps
foster homes
fuel

G

gambling
gas companies
government
grain
grand juries
gun control

H

handicapped persons
health services
highways
history
homesteading
hospitals
housing
hypnotism

I

immigration
impeachment
income taxes
indians
inheritance taxes
insane
institutions
insurance
insurance companies

J

judges
juvenile delinquency

L

labor laws
land grants
land sales
law
law enforcement
laws
legislation
legislators
libraries
licensing
livestock
loans
local government
lumber

M

medicine
mental health
mentally handicapped
military service
militia
mines
mortgages
motor vehicles
museum

N

naturalizations
notary publics
nurseries
nurses
nursing homes

O

old age assistance
optometrists
orphanages
osteopaths

P

pardons
patriotism
peddlers
pensions
pharmacists
physically handicapped
physicians
plumbers
politics
pollution
poorhouses
post office
printing
prisons
property taxes
prostitution
public assistance
public buildings
public health
public lands
public relations
publications

R

railroads
real estate
recreation facilities
reform schools
regulations
relief
retarded children
retirement funds
revenue
riots
rivers
roads
rural electrification

S

safety
savings and loan associations
school lands
schools
sex education
shipping
soldiers
state employees
state fair
state lands
state library
stocks and bonds
streetcars

T

taxation
teachers
telegraph companies
telephone companies
television
toll highways
tourists
townships
trademarks
traffic
transportation
truck companies
tuberculosis

U

unemployment
unions
universities
utilities

V

veterans
veterinarians
vocational education

W

water
water purification
weight and measures
wildlife
women
women's suffrage
workmen's compensation

A

abolitionism
academies
accidents
accreditation
advertising
administration
adoptions
adult education
aeronautics
age
aged
agricultural experiment station
agricultural products
agricultural revolving fund
agricultural societies
agricultural statistics
agriculture
aid to dependent children
aircraft
airports
alcoholic beverages
alfalfa
almshouses
alumni
americanization
ammunition
anarchists
ancient claims
animal bounties
animal cruelty
annexations
annual leave
anti-trust
appeals
apples
archives
arms
army camps
arsenal
arsenal, state
arsenic
assassinations
asses
athletics
atomic energy
attendance
attorney general
auditor general
auditor of public accounts
audits
austrian rifles
automobile accidents
awards

B

bands
bank accounts
bank closings
banks
barberry plants
barbers
barges
barley
barns
bastardy
battles
beans
beer
beeswax
bids
bigamy
billiard tables
bills
bills, legislative
blind
blind assistance
blind relief fund
blindness
birth control
board of administration fund
bohemians
bonds, official
bonds, revenue
bonuses
book binderies
books
boots
boundaries
boundaries, county
bounties
branch banks
bricks
bridges
broomcorn
brown envelope account
buckwheat
budgets
buildings
burials
bus companies
business incorporations
businesses
busing
butter

C

canal lands
canal redemption fund
canals
capital punishment
capitol
cargo
carriages
casualties
catholic schools
cattle
cemeteries
censorship
census, industrial
censuses
ceremonies
certifications
chaplains
charities
cheese
chickens
child-care
child labor
child labor act
child psychiatry
children
chinese laborers
chiropodists
chiropractors
cholera
churches
cigarette tax
cigarettes
circuses
cities
civil air patrol
civil defense
civil law
civil rights
civil service
claims
classifications
clemency
clerks
clinics
clocks
clover
coal
cobblers
code departments
college testing
colleges
colt revolvers
commercial buildings

C

commissioner of deeds
commissions
commitments
common school fund
community colleges
community service
compensation
competitive bidding
computer programs
computers
comstock laws
confederate
conscientious objectors
conservation
conservation fund
constitution
construction
construction supplies
consumer education
contested elections
contingent (children)
contingent (deafness)
contingent fund
contingent (school pupils)
contingent supplies
contracts
convict labor
convicts
coopers
corn
coroners
corporation trust fund
corporations
costs
cotton
counties
county
county courts
county seats
courthouses
courts martial
cowpeas
cranial size
craniotomies
crematories
crime
crops
crossings
curriculum
customs

D

damages
dams
data processing
day-care centers
daylight savings time
deaf
deafness
death penalty
deaths
debt
debt, state
deeds
deficit bonds
deflation
delinquency
demobilization
democratic party
dentists
denturists
derringer rifles
desertions
disability assistance
disabled
disabled persons
discharges
discipline
discrimination
disease
diseases
divorce
doctors
draft
drainage
drainage laws
drawbridges
driver education
droughts
drowning
drugs
dumb

E

ecology
economic development
education
efficiency ratings
eggs
eight hour day

E

election laws
elections
electricians
electricity
embezzlement
emergency relief
emergency relief fun
eminent domain
employees
employment
employment agencies
energy
engineering
engineers
english tower musket
enrollments
entomology
environment
epidemics
epilepsy
epileptcy
equipment
estates
ethics
evaluations
examinations
exceptional children
executive mansion
executive orders
expenditures
expense accounts
expenses
explosives
express companies
extraditions

F

factory inspection
faculty
fairgrounds
fairs
farm implements
farm lands
farm loans
federal aid
federal government
federal lands
febble-minded

F

ferries
filipinos
finance
finance loans
fire prevention fund
fire safety
fires
fiscal control
fish protection fund
fish wardens fund
fishing
flags
flax
flight instruction
flights
floods
flour
food
food commissioners fund
food production
food stamps
foreign
foremen
forfeited lands
foster homes
foxes
franchise taxes
fraternal orders
freight
french rifles
fruit
fuel
fuel conservation
fuel oil

G

gambling
game and fish fund
game birds
game laws
game protection fund
gardens
gas companies
general assembly
general land office
general revenue fund
geological surveys
germans
gifts
government
governor
grain
grain elevators
grain inspection
grand juries
grapes
grass
grasshoppers
great depression
grist
guardians, legal
gubernatorial campaign
gun control
guns

H

handicapped persons
handicrafts
harness-racing
harpers ferry rifles
hay
head grant claims
health services
hearings
heirs
helicopters
heliports
hemp
high schools
highway bonds
highways
history
hogs
holidays
home defense
homesteading
homesteads
honey
honorable discharge
hops
horse racing
horses
horseshoes
hospital ships
hospitals
housing
housing practices
hunting
hunting license
hurricanes
hypnotism

I

ice
idiots
illness
immigrants
immigration
injuries
impeachment
improvement claims
improvement grants
improvements
inaugurations
income taxes
incompetent persons
indentured servants
indentures
indian reservations
indians
industrial schools
industry
inflation
inheritance taxes
inmates
insane
insane persons
insane treatment
insect control
inspections
inspectors
institutions
insurance
insurance companies
intergovernmental cooperation
internal improvements
interest bonds
interest fund
interest stock
internal improvement stock
interns
investigations
irish

J

japanese-americans
jews
job absenteeism
job audits
job classifications
job descriptions
judges

J

judicial cost
judiciary
junior colleges
justices of the peace
juvenile delinquency
juveniles

L

labor
labor laws
laborers
lakes
land
land appraisement
land claims
land fund
land grants
land lots
land patents
land sales
land titles
land warrants
law, criminal
law enforcement
laws
lead
leases
legal aid
legislation
legislative committee
legislative council
legislative council president
legislative reports
legislators
lespedeza
liberty bonds
libraries
library circulation
library extension
license fees
license plates
licensing
lieutenant governor
link trainer
liquidation bonds
liquor
liquor sales
liquor taxes
literacy
livestock
loans

L

local
local bond fund
local government
locktenders
locusts
loyalty
lumber
lumpyjaw
lynchings

M

mansion, governors
manufactured goods
manufacturing
marriages
meat packing
mediations
medical care
medical practice
medical schools
medication
medicare
medicine
melodeons
menstruation
mental health
mental illness
mental institutions
mental institution inmates
mental students
mentally handicapped
mentally ill
mentally retarded
mexican-american
military fund
military land warrants
military law
military service
military warrants
militia
militia claims
milk
mine safety
mineral lands
minerals
miners examining fund
mines
minorities
mob violence
molasses
mormons

M

mortgages
motor fuel refunds
motor fuel tax fund
motor fuel taxes
motor vehicles
mules
municipal incorporati
museum
musical bands
musicians
muster rolls

N

naprapaths
narcotics
natural gas
naturalizations
navigation
needlework
negroes
new deal
newspapers
nihilists
nonprofit organizatio
notary publics
notes
nurseries
nurseries, plant
nurses
nursing homes

O

oaths of office
oats
occupation taxes
occupations
officer training scho
officers
official, appointed
officials, elected
oil
old age
old age assistance
optometrists
oral prosthetists
orchards
orders
ordinance plants
organization

O

organs
orphanages
orphans
osteopaths
osteopathy
outlaws
oxen

P

paper
paper drives
pari-mutual betting
pardons
parking
parks
parochial schools
paroles
patents
patriotism
patronage
paupers
payrolls
peaches
pears
peas
peddlers
pensions
periodicals
personnel
personnel code
pharmacists
philosophy
photographs
physical exercise
phsyical health
physically handicapped
physicians
pianos
pipelines
plats
plumbers
police brutality
police magistrates
policemen
policy
politics
pollution
poor
poor farms
popcorn
population
populists
pornography
posse
post office
potatoes
power companies
powers of attorney
prairie chickens
preemption
preemption claims
presidential electors
price controls
printing
prison guards
prisoner of war
prisoners
prisons
prize fighting
prize fights
procedures
professionals
program budgeting
progressive party
promotions
property
property taxes
prostitution
prussian muskets
public assistance
public buildings
public health
public information
public lands
public relations
publications
pupils
purchasing

Q

quad-cities
quarantines

R

rabbits
rabies
race
railroad companies
railroad passes
railroad rates
railroads
rates
rationing
raw materials
real estate
reapportionment
records management
recreation facilities
recruitment
recruiting
recycling
red top seed
reform schools
regulations
religion
relief
relinquished lands
reorganization
reports
representation
republican party
residental buildings
resignations
resolutions
retail sales
retarded children
retirement
retirement fund
retirement home
reunions
revenue
revenue fund
revenue laws
revenue sharing
revenue, state
rewards
rice
riots
rivers
road fund
roads
rules
rural electrification
rye

S

safes
safety
sailing vessels
sailors
salaries

S

sales tax
saline lands
saloons
salt
salt lands
sanitation
savings and loan associations
scandinavians
schedules
scholarships
school attendance
school finance
school funds
school instruction
school lands
school laws
school pupils
school statistics
school students
school taxes
school teachers
school text book fund
schools
scrap drives
seals
seaplanes
secretaries
secretary of state
secretary of the territory
security
sedition
segregation
selective service
seminary lands
seminary schools
senior citizens
separations
service records
sewage
sewing
sewing machines
sex education
sheep
shipping
shoes
sidewalks
silk
silkworms
slavery
slaves
slot machines
smallpox

S

social hygiene fund
social security
socialist party
soft corn
soil conservation
soldiers
soldiers compensation bond fund
soldiers compensation bonds
soldiers training
sorghum
soybeans
speaker of the house
special education
specie
speed limits
spiritualists
standardization
state aid road fund
state and county premium fund
state bank stock
state banks
state capitol
state colleges
state constitution
state debt
state debt fund
state employees
state fair
state historical library
state house
state house bonds
state house employees
state income tax
state land fund
state lands
state library
state police
state revenues
state travel
state treasurer
state treasury
statistics
steamboats
steam engines
stem rust
streetcars
stock brokers
stocks
stocks and bonds
stockyards
stone quarries
streetcars

S

strikes
strip mining
structural engineers
students
suburbs
sugar
sugar beets
superintendent of common schools
superintendent of public instruction
superintendents
supervising architect
supplies
supreme court
surgeons
surgical instruments
surplus revenue fund
surveyors
surveys
surveys, land
swamp lands
sweatshops
swedes
swine
sympathizers
synthetic rubber

T

tariffs
tax sharing
taxation
taxes
taxes, assessment of
taxes, collection of
taxes, delinquent
taxes, personal propert
taxes, real estate
teachers
teachers pension fund
telegraph companies
telegraphs
telephone companies
television
temperance
tenements
tenure
tiles
timber

T

timothy
tobacco
toll collections
toll highways
tolls
tonsilitis
tourists
townships
trade schools
trademarks
traffic
training
transfer students
transfers
transport
transportation
treasurer
treasurers
treaties
truant officers
truck companies
trucks
trustees
tuberculosis
tuberculosis sanatoriums
tuitions

U

unemployment
unions
universities
universities, state
university fund
unknown and minor heirs fund
urban renewal
utilities

V

vacations
vegetables
vendors
vessels
veterans
veterans institutions
veterinarians
veterinary medicine
vetoes
vetoes legislation
victims
victory books
victory celebrations
victory gardens
violence
visitors
vocational education
vocational education fund
vocational rehabilitation fund
volunteers
voting
voting machines

W

wages
wagons
war bonds
war fund
war rallies
war shortages
warehouses
wards
watches
water
water levels
water purification
waterpower
waterway fund
weapons
weed control
weight and measures
welfare
wheat
widows
wildlife
wills
wine
wives
wolves
women
women's sufferage
woodruff cannons
woodruff rifles
wool
working capital fund
workmens compensation fund

Y

young republicans

Z

zoning

Abortion
Adoption agencies
    RT Child welfare
Adult education
    x Life-long education
    BT Education
    --Annual reports
    --Libraries
Advertising
    NT Billboards
    RT Public relations
Aeronautics
    see Aviation
Aged
    see Nursing homes
        County homes
        Old age assistance
Agricultural cooperatives
    BT Cooperatives
Agricultural credit
    BT Loans
Agricultural education
    BT Higher education
    RT Vocational schools
    --Annual reports
Agricultural fairs
    x Fairs
    NT Wisconsin State Fair
Agricultural products
    see Farm products
Agricultural societies
Agricultural statistics
    NT Dairy industry--Statistics
Agriculture
    x Farming
    --As work relief for transients
    --Land use
    --Law and legislation
    --World War I
Aid to dependent children
    see Child welfare
Aircraft spotting
    BT Civil defense
Airlines
    BT Aviation
    --Annual reports

Alcoholic beverages
    RT Prohibition
    --Taxation
Alexander, Edward P.
Almshouses
    see County homes
American Bar Association
American Educational Association
American Expeditionary Force in Russia
    see Archangel Expedition
American Library Association
American Merchant Marine Library Association
American Petroleum Institute
American Public Health Association
American Revolution Bicentennial
    see United States--Bicentennial
American Vocational Association
Amerindians
    see Indians
Animals
    see Livestock
        Wildlife management
Anti-Trading Stamp Bill, 1939
Apprentices
Appointments
    see State officials
Arbitration, Industrial
    BT Labor disputes
Archaeology
Archangel Expedition
    x American Expeditionary Force in Russia
    --Newsclippings
Architects and architecture
    RT Engineers
    --Licensing
    --School buildings
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Knowles, Warren P.
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       Nursing schools
    --Licensing
       --Examinations
    --Public health
       RT Public health
Nursing homes
    x Aged
    NT County homes
Nursing schools
    BT Higher education
    --Curricula
    --Faculty
Occupational health and safety
    x Industrial hygiene
       Industrial safety
       Safety law and legislation
    NT Elevators--Safety codes
    RT Workers' compensation
Occupational training
    x Job training
    RT Employment
       Vocational education
    --For veterans
Oconomowoc Enterprise
Old age assistance
    x Aged
    BT Public welfare
    RT County homes
    --Case files
    --Law and legislation
    --Statistics
One-room schools
    See Rural schools
Opstedahl, A. J.
Optometrists
    RT Medicine
    --Licensing
    --Malpractice
    --Registers, lists, etc.
Orbach, Lee C. H.
Orphanages
    BT Charities
       Public institutions
    RT Child welfare
    --Civil War
    --Inspections

Osteopaths
    RT Medicine
    --Licensing
    --Malpractice
    --Registers, lists, etc.
Pan American Exposition, 1901 (Buffalo, New York)
Pardons and reprieves
    x Executive clemency
      Reprieves
    RT Crime and criminals
Parker, Dan
Parks
    --Management
        --Land acquisition
Patriotic Press Association
Patriotic societies
    NT War history committees
    --World War I
Peabody, Arthur
Peck, George W.
Peddlers
Penal institutions
    see Correctional institutions
Pensions
    see Retirement funds
Pensions for the blind
    see Blind deaf--pensions
        Visually handicapped--Pensions
Pensions, Military
    x Military pensions
      Civil War--Pensions
    BT Military affairs
    RT Civil War--Veterans
Personnel management
    --Libraries
Peshtigo Fire, 1871
Pharmacists
    RT Medicine
    --Licensing
        --Examinations
    --Registers, lists, etc.
Philipp, Emanuel L.
Photography
Physical therapists
    RT Medicine
    --Licensing
    --Malpractice
    --Registers, lists, etc.

Physically handicapped
    BT Handicapped
    NT Blind-deaf
        Deaf
        Visually handicapped
Physicians
    x Doctors
    NT Podiatrists
    RT Medicine
    --Licensing
        --Applications
        --Examinations
    --Malpractice
    --Registers, lists, etc.
Pioneers
Plumbers
    --Apprentices
    --Licensing
Podiatrists
    BT Physicians
    --Licensing
    --Malpractice
    --Registers, lists, etc.
Political campaigns
    RT United States--Elections
        Wisconsin--Elections
Political candidates
    --Nominations
Political endorsements
    --Corporations and associations
Political parties
    --Conventions
Pollution
    see Environmental protection
        Water pollution
Poor relief
    see Public welfare
Poorhouses
    see County homes
Portage Levee Commission
Post (George B.) and Sons, Architects
Postal records
Postal service
Potosi, Wisconsin
Pressure groups
    see Lobbying
Printing
    NT Government printing

Prisons for men
    BT Correctional institutions
    RT Reformatories for boys
    --Industries in
    --Inmates
        --Case files
        --Indexes
        --Parole records
        --Photographs
        --Physical characteristics
        --Veterans
    --Inspections
Prisons for women
    x Reformatories for women
    BT Correctional institutions
        Reformatories for girls
    --Inmates
        x Women--Prisoners
        --Case files
        --Indexes
        --Parole records
        --Photographs
        --Physical characteristics
Private schools
    BT Schools
    --Enrollment statistics
Progressive movement
Prohibition
    RT Alcoholic beverages
Property tax
        Scope note: Here are entered records pertaining to the taxation of both personal property and real estate.
    BT Taxation
    RT Assessment
    --Summaries and reports
    --Tax and assessment rolls
        x Assessment--Assessment rolls
Prostitution
Protective Fire Insurance Company
Protests
    see Demonstrations and riots
Psychiatric hospitals
    x Asylums
        Hospitals, Mental health
        Insane asylums
        Mental health hospitals
    BT Hospitals
    --Administration
    --Finance
    --Inspections
    --Personnel
        --Salaries, pensions, etc.

Public assistance
see Public welfare
Public buildings, County
x Buildings, County
County government buildings
Public buildings, State
x Buildings, State
State government buildings
--Building and improvement
Public defenders
BT Lawyers
--Case files
Public employees
Here are entered records concerning all categories of persons employed in the public sector on federal, state, county or local levels.
NT State employees
specific public service professions, e.g. Teachers
RT Civil service
Public health
x Health, Public
Hygiene, Public
BT Health
RT Nurses--Public health
Sanitary engineering
--District nurses' reports
--Education
--Finance
--History
--Law and legislation
--Violations
--Statistics
--Water pollution
Public institutions
x Institutions
x State institutions
NT County homes
Correctional institutions
Hospitals
Orphanages
--Administration
--Finance
--Inspections
--Investigations
Public lands
x Real property, State
x State lands
NT School lands
University of Wisconsin System--Lands
RT Indian lands
Land grants
Land surveyors
Railroads--Lands
--Sales
--Surveys

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Public libraries
    BT Libraries
    NT Libraries, County
Public records
Public relations
    RT Advertising
    --Historical societies
Public utilities
    x Water and sewer utilities
      Water treatment plants
      Utilities
    NT Electric utilities
      Gas utilities
      Telephone utilities
    --Annual reports
    --Labor disputes
      --Case files
    --Maps
    --Regulation
      --Case files
      --Indexes
      --Inspections
      --Legal opinions
      --Valuations
    --Milwaukee, Wisconsin
      --Regulation
    --Statistics
    --Taxation
      --Suits
      --Studies
    --Studies
    --Water power
      RT Dams
      --Regulation
Public welfare
    x Poor relief
      Public assistance
      Relief
      Social welfare
    NT Child welfare
      Disaster relief
      Food relief
      Old age assistance
      Transients--Aid to
      Visually handicapped--Pensions
      Work relief
    RT Charities
      Social problems
    --Case files
    --County agencies
      --Evalutions of
    --Finance
      --Audits
    --Hearings
    --Law and legislation
    --Newsclippings

Public works
see Work relief
Public Works Administration
see United States. Public Works Administration
Publications, Government
see Government publications
Publishers and publishing
Quacks and quackery
RT Medicine
Racism
RT Civil rights
Radio broadcasting
--Recordings
Railroads
x Street railways
BT Transportation
NT Electric railways
RT Car ferry companies
Express companies
--Annual reports
--Construction
--Immigration
--Lands
RT Public lands
--Locomotives and cars
--Milwaukee, Wisconsin
--Regulation
--Rates
--Regulation
--Case files
--Inspections
--Special rates and passes
--Stations
--Statistics
--Taxation
--Studies
--World War I
Randall, Alexander W.
Rauch, H. Herman
Real estate
see Real property
Real estate agents
--Licensing
Real estate tax
see Property tax
Real property
x Real estate
RT Land
Deeds
--Prices
Real property, State
see Public lands

Reconstruction Finance Corporation
Recreation
    RT Tourism
Reformatories for boys
    x Industrial homes
    BT Correctional institutions
    RT Juvenile delinquency
Reformatories for girls
    x Industrial homes
      Women--Prisoners
    BT Correctional institutions
    RT Juvenile delinquency
    --Inmates
      --Case files
      --Indexes
      --Parole records
Reformatories for women
    see Prisons for Women
Refugees
    --Employment
Regional libraries
    BT Libraries
Regional planning
    x Urban planning
    RT Land use
    --Milwaukee County, Wisconsin
Regulation
    RT Licensing
    --Banks and banking
    --Billboards
    --Child labor
    --Commerce
      see Trade regulation
    --Dairy industry
      NT Milk Audit Program
    --Dams
      --Case files
    --Dredging
    --Drug trade
    --Electric utilities
      --Case files
    --Feed and fertilizers
    --Food industry and trade
    --Gas utilities
      --Case files
    --Grain trade
    --Insurance companies
    --Motor carriers
    --Public utilities
    --Railroads
    --Taconite mining
    --Telephone utilities
      --Case files
    --Transportation
      --Case files

Relief
see Charities
Public welfare
Rennebohm, Oscar
Rent control
RT Housing
Reprieves
see Pardons and reprieves
Rest homes, County
see County homes
Restaurants
--Licensing
--Inspections
Retarded
see Mentally handicapped
Retirement funds
x Pensions
RT Employee welfare funds
--Annual reports
Revenue
see Taxation
Reynolds, John W.
Rice, Ora G.
Riots
see Demonstrations and riots
Rivers
see Waterways
Roads
see Highways
Rural electrification cooperatives
BT Electric utilities
--Annual reports
Rural poor
--Research
Rural schools
x One-room schools
BT Schools
--Annual reports
S.T.O.P.
see Students to Oppose Pollution
Saarinen, Eero
Safety law and legislation
see Occupational health and safety
St. Louis World's Fair, 1904
x Louisiana Purchase Exposition
Sanitary engineering
RT Public health
Savings and loan associations
RT Banks and banking
School buildings
--Architectural plans

School buses
--Routes
School districts
--Boundaries
RT School districts--Reorganization
--Finance
x Education--Finance
RT Federal aid to education
State aid to education
--Inspections
--Loans
--Reorganization
RT School districts--Boundaries
--Milwaukee County, Wisconsin
School lands
BT Public lands
--Mortgages
Schools
Scope note: Here are entered records pertaining to K-12 education.
NT Indian schools
Private schools
Rural schools
RT Education
Higher education
Indian schools
Nursery schools
Teachers
--Accreditation
--Annual reports
--Ethnic groups
--Finance
--Handicapped
--Statistics
Schreiber, Martin J.
Seamen's libraries
see Libraries, Naval
Sears, Verlyn F.
Securities
x Stocks and bonds
Segregated trusts
see Banks and banking--Segregated trusts
Senate
see Wisconsin. Legislature. Senate
Senate (Territorial)
see Wisconsin. Territorial Council. Senate
Sex education
BT Education
Shipman, S. V.
Shipping
Ships
x Navigation

Small Business Administration
see United States. Small Business Administration
Smallpox
BT Communicable diseases
--Statistics
Social problems
NT Crime and criminals
RT Charities
Public welfare
--Government response
--Law and legislation
Social studies
--Curriculum
Social welfare
see Public welfare
Socialism
--World War I
Socially handicapped
x Culturally deprived
Disadvantaged
Underprivileged
BT Handicapped
--Education
Soddy, Fred
Soil conservation
x Environmental protection--Soil
Soldiers
BT Military affairs
Soldier's Orphan Home (Civil War)
Solomon, Edward
Southern Wisconsin Center for the Developmentally Disabled
--Building and improvement
Spanish American War
Sports
NT Boxing
RT Athletic conferences
State agencies
BT Government operations
--Annual reports
--Audit reports
--Finance
--Minutes
--Personnel
see Civil service
State employees
State aid to education
x Education--Finance
BT Grants-in-Aid
RT School districts--Finance
--Applications

State Bar of Wisconsin
--Integration
State Capitol
see Wisconsin--Capitol
State census
see Census
State Centennial
see Wisconsin--Centennial, 1948
State employees
x Employees, State
State agencies--Personnel
BT Public employees
RT Civil service
State officials
--Military service
--Salaries, pensions, etc.
--Registers, lists, etc.
State Fair
see Wisconsin State Fair
State government buildings
see Public buildings, State
State Historical Society of Wisconsin
see Wisconsin. State Historical Society
State institutions
see Public institutions
State Insurance Fund
see Wisconsin. State Insurance Fund
State lands
see Public lands
State libraries
x Libraries, State
State Life Fund
see Wisconsin. State Life Fund
State officials
BT Government officials
RT State employees
State Teachers Retirement Fund
see Wisconsin State Teachers Retirement Fund
Statutes
see Wisconsin Statutes
Stevens Point State University
see University of Wisconsin-Stevens Point
Stocks and bonds
see Securities
Stofen, Arthur S.
Street railways
see Railroads
Stop and frisk laws
Striegl, A. R.

Strikes and lockouts
    BT Labor disputes
    RT Labor unions
Strong, Moses
Student aid
    RT Colleges and universities
Students to Oppose Pollution
    x S.T.O.P.
Sturgeon Bay and Lake Michigan Canal and Harbor Company
Sturgeon Bay Canal
Suits against the state
    see Claims against the state
Superior Board of Trade
Supreme Court
    see Wisconsin. Supreme Court
Surplus commodities
    RT Food relief
    --Work relief program
Swanson, Kenneth
Swamp Land Act of 1852
Taconite mining
    BT Mines and mineral rescoures
Taxation
    x Revenue
    NT Excise tax
        Income tax
        Inheritance tax
        Property tax
    RT Assessment
    --Apportionment
    --Chain stores
    --Construction projects
    --Public utilities
    --Railroads
    --Studies
Taycheedah Correctional Institution
    x Wisconsin Home for Women (Taycheedah)
    --Building and improvement
Taylor, George W.
Teachers
    RT Education
        Schools
    --Employment files
    --Retirement funds
    --Training
Teachers associations
    --Minutes

Teachers colleges
    x County normal schools
       Normal schools
    RT Higher education
    --Annual reports
    --Architectural plans
    --Finance
    --History
Telegraph companies
    --Taxation
Telephone utilities
    BT Public utilities
    --Annual reports
    --Rates
    --Regulation
        --Case files
Television and television broadcasting
    --Film and videotapes
Territorial records
    see Wisconsin--Territory
         Wisconsin. Territorial _____,e.g. Wisconsin. Territorial Council
Thomson, Vernon W.
Thwaites, Reuben Gold
Toll roads
    see Turnpikes
Tornados
    BT Natural disasters
Tourism
    RT Recreation
Township government
    BT Local government
    --Finance
        BT Local finance
Trade regulation
    x Regulation--Commerce
    NT specific kinds of trade regulation, e.g. Railroads--Regulation
    --Investigations
Trade unions
    see Labor unions
Trademarks
Traffic police
Traffic safety
Transient camps
    --Case files
    --Finance
Transients
    RT Public welfare
    RT Transient camps
    --Aid to
        RT Public welfare
        --Finance
    --Case files
    --Demographic data

Transportation
NT Aviation
Bridges
Car ferry companies
Express companies
Highways
Motor carriers
Motor vehicles
Railroads
Waterways
--Regulation
--Case files
--Indexes
Traveling libraries
see Libraries, Traveling
Trucking companies
see Motor carriers
Trust companies
--Annual reports
Trust funds
--Annual reports
--Loans
Tuberculosis
BT Communicable diseases
--Statistics
Turnpikes
x Tollroads
BT Highways
Twin City and Superior Railway
Underprivileged
see Socially handicapped
Undertakers
x Embalmers
Funeral directors
--Licensing
Unemployment
RT Work relief
--Education programs
--Finance
--Newsclippings
--Studies
Unemployment compensation
BT Insurance
Labor laws and legislation
--Decisions
--Fraud cases
--Hearings
--Index to employers
--Interstate appeals
--Law and legislation
--Veterans' appeals

Unemployment insurance
see Unemployment compensation
Unions
see Labor unions
United States
--Bicentennial
x American Revolution Bicentennial
Bicentennial
--Census
see Census
--Citizenship
x Citizenship
RT Naturalization records
--Elections
Scope note: Use for federal elections generally. If records pertain to Wisconsin votes only, even if in a federal election, index under Wisconsin--Election.
x Elections
RT Political campaigns
Wisconsin--Elections
--History
--Revolution and Confederation
--Civil War
see Civil War
United States. Air Force. Ground Observer Corps
United States. Army
--Public relations
United States. Civil Works Administration
x Civil Works Administration
United States. Congress. Senate
United States. District Court
United States. Employment Service
United States. Federal Emergency Relief Administration
x Federal Emergency Relief Administration
United States. Federal Employment Bureau
x Federal Employment Bureau
United States. Federal Communications Commission
x Federal Communications Commission
United States. Federal Power Commission
x Federal Power Commission
United States. Federal Security Agency
United States. Federal Surplus Marketing Administration
United States. General Land Office
United States. Health, Education and Welfare, Department of
United States. Interstate Commerce Commission
x Interstate Commerce Commission
United States. Labor Department. Employment Security Bureau
United States. Library of Congress
United States. National Labor Relations Board
United States. National Resource Planning Board

United States. National War Labor Board
United States. Post Office
United States. Public Health Service
United States. Public Works Administration
x Public Works Administration
United States. Railroad Administration
United States. Resettlement Administration
United States. Selective Service Commission
United States. Small Business Administration
x Small Business Administration
United States. War Department
United States. Work Projects Administration
x WPA
Works Progress Administration
Work Projects Administration
United States. Works Projects Administration. Historical Records Survey
x Historical Records Survey
United States Geological Survey
United War Work Campaign
Universities
see Colleges and universities
University of Wisconsin
Scope note: Use for pre-1974 merger Madison campus and for the pre-1974 system which included Madison, Milwaukee, and the centers.
RT University of Wisconsin System
--Bequests
--Constructions projects
--Lands
--Lower campus mall
University of Wisconsin System
RT University of Wisconsin
Wisconsin State University System
individual campuses
Urban planning
see Regional planning
Zoning
Utilities
see Public utilities
Veterans
BT Military affairs
NT names of wars--Veterans
--Employment
--Housing
--Unemployment compensation
Veterinarians
Villa Louis
Village government
see Municipal government

Visually handicapped
x Blind
BT Physically handicapped
RT Blind-deaf
--Pensions
BT Public welfare
--Case files
--Statistics
Vocational education
BT Higher education
RT Occupational training
--Annual reports
--Finance
Vocational rehabilitation
BT Handicapped--Education
--Finance
Voting records
RT Wisconsin--Elections
WPA
see United States. Work Projects Administration
Wales Reformatory
see Ethan Allen School
War history committees
BT Patriotic societies
War Production Training Program
--World War II
Warren, Robert W.
Watchmakers
Water
--Flouridation
Water and sewer utilities
see Public utilities
Water pollution
x Pollution
RT Environmental protection
--Orders
--Public health
--Studies
Water resources
BT Natural resources
NT Waterways
RT Drainage
Floods
--Regulation
--Case files
--Sand blankets
--Studies
Water treatment plants
see Public utilities

Waterways
x Navigation
Rivers
BT Transportation
Water resources
NT Canals
Harbors
RT Dams
Dredging
Waupun Correctional Institution
x Wisconsin State Prison (Waupun)
--Building and improvement
Waupun Project
Weeks, Glen L.
Wegner, Arthur E.
Weights and measures
Wesolowski, Martin
West, The
White House Conference on Education (1955)
Whyte, William F.
Wildlife management
x Animals
Environmental protection--Wildlife
Fish management
Game management
--Bounty claims
--Research
Wilsie, H. A.
Winnebago Indians
Winnebago Mental Health Institute
x Northern State Hospital for the Insane
--Building and improvement
Wisconsin
--Boundaries
--Capitol
x Capitol
State Capitol
Wisconsin State Capitol
--Collapse of south wing
--Design and construction
--Furniture design
--Landscape architecture
--Capitol (Old building)
--Floor plans
--Census
see Census
--Centennial, 1948
x Centennial, State
State Centennial
--Congressmen

--Constitution, 1848
--Constitutional Convention, 1846
--Constitutional Convention, 1848
--Cut-over region
--Description and travel
--Elections
x Elections
RT Political campaigns
United States--Elections
Voting records
--Foreign population
see Ethnic groups
--Geology
--History
--Radio programs
--Legislators
RT Wisconsin. Legislature
--Maps
--Semi-centennial, 1898
--Territory
x Territorial records
RT Wisconsin. Territorial Council
--Finances
--Weather
Wisconsin. Adjutant General
Wisconsin. Agriculture, Department of
Wisconsin. Air National Guard
RT Wisconsin. National Guard
Wisconsin. Arbitration and Conciliation, State Board of
Wisconsin. Assembly
see Wisconsin. Legislature. Assembly
Wisconsin. Attorney General
--Case files
--Opinions
--Insurance
Wisconsin. Belmont Capitol Commission
Wisconsin. Canvassers, State Board of
Wisconsin. Capital Development, Bureau of
Wisconsin. Census Bureau
Wisconsin. Civil Defense, Office of
Wisconsin. Compensation Insurance Board
Wisconsin. Conservation Commission
Wisconsin. Consulting Actuaries, Advisory Committee on
Wisconsin. Control, Board of
Wisconsin. Criminal Code Advisory Committee
Wisconsin. Deeds, Commissioners of
Wisconsin. Deposit Fund, State
Wisconsin. Education, State Board of
Wisconsin. Electoral College
Wisconsin. Employee Welfare Plans Advisory Council

Wisconsin. Employment Relations Study Commission
Wisconsin. Engineers Office
Wisconsin. Fire Marshal
Wisconsin. Fish Commission
Wisconsin. Food and Drug Advisory Committee
x Food and Drug Advisory Committee
Wisconsin. Geological and Natural History Survey
Wisconsin. Governor
x Governor
--Addresses
--Appointments
--Proclamations
Wisconsin. Governor. Committee on Migratory Labor
Wisconsin. Health and Social Services, Department of
--Personnel surveys
Wisconsin. Health, Board of
--Members' biographies
Wisconsin. Highway Commission
Wisconsin. Immigration, State Board of
Wisconsin. Investigation, State Board of
Wisconsin. Industrial Commission
Wisconsin. Industry, Labor and Human Relations, Department of
Wisconsin. Insurance Commissioner
Wisconsin. Joint Legislative Council. Special Committee on Employee Protection in Business Closings
Wisconsin. Land Use Advisory Committee
Wisconsin. Legislature
RT Wisconsin--Legislators
--Bills and resolutions
--Briefs
--Life insurance companies
--Committees
--Investigations
--Enrolled acts
--Financial records
--Journals
--Lobbyists
--Petitions, memorials, etc.
--Registers, lists, etc.
Wisconsin. Legislature. Assembly
x Assembly
Wisconsin. Assembly
Wisconsin. Legislature. Senate
x Senate
Wisconsin. Senate
Wisconsin. Livestock Sanitary Board
Wisconsin. Managers, State Board of

Wisconsin. National Guard
x Militia
National Guard
RT Wisconsin. Air National Guard
--Drill and tactics
--Ordnance and ordnance stores
--Registers, lists, etc
NT Civil War--Registers, lists, etc.
--Supplies and equipment
--Transportation
Wisconsin. National Guard. +1st Cavalry
Wisconsin. National Guard. 32nd Division
Wisconsin. National Guard. Governor's Guard
Wisconsin. National Guard. Lake City Guards
Wisconsin. Natural Resources, Department of
Wisconsin. Personnel, Board of
Wisconsin. Personnel, Bureau of
Wisconsin. Printing Board
Wisconsin. Public Lands, Commissioners of
Wisconsin. Public Property, Superintendent of
Wisconsin. Public Service Commission
Wisconsin. Public Works, Board of
Wisconsin. School and University Lands, Commissioners of
Wisconsin. Secretary of State, Office of the
Wisconsin. Senate
see Wisconsin. Legislature. Senate
Wisconsin. State Bar Examiners, Board of
Wisconsin. State Historical Society
x State Historical Society of Wisconsin
--Buildings
--Financial records
--Investigation
--Lands
Wisconsin. State Insurance Fund
x State Insurance Fund
BT Insurance companies
Wisconsin. State Life Fund
x State Life Fund
BT Insurance companies
Wisconsin. State Militia
x Militia
Wisconsin. State Patrol
Wisconsin. State Prison Building Commission
Wisconsin. State Treasurer
x Wisconsin. Treasurer
Wisconsin. Supreme Court
x Supreme Court
--Case files
--History
--Judges

Wisconsin. Territorial Council
x Territorial records
RT Wisconsin--Territory
--Bills and resolutions
--Committees
Wisconsin. Territorial Council. House of Representatives
x House of Representatives (Territorial)
--Bills and resolutions
--Committees
Wisconsin. Territoral Council. Senate
x Senate (Territorial)
--Bills and resolutions
--Committees
Wisconsin. Territorial Militia
Wisconsin. Treasurer
see Wisconsin. State Treasurer
Wisconsin. Vocational, Technical and Adult Education Board
Wisconsin Administrative Code
Wisconsin Amateur Athletic Union
Wisconsin Bar Association
Wisconsin Capitol Commission
Wisconsin Child Center (Sparta)
--Building and improvement
Wisconsin Colonization Company
Wisconsin Committee to Welcome Returning Soldiers
Wisconsin Compensation Rating and Inspection Bureau
Wisconsin Council of Non-Profit Homes and Hospitals Serving the Aged
Wisconsin Council of Safety
Wisconsin Deep Waterways Commission
Wisconsin Defense League
Wisconsin Electric Railway Company
Wisconsin Elevator Code Advisory Committee
Wisconsin Emergency Relief Administration
see Wisconsin. Emergency Relief Administration
Wisconsin History Foundation, Inc.
Wisconsin Home for Women (Taycheedah)
see Taycheedah Correctional Institution
Wisconsin Institution for the Education of the Blind
see Wisconsin School for the Visually Handicapped
Wisconsin Institution for the Education of the Deaf and Dumb
see Wisconsin School for the Deaf
Wisconsin Interim Committee on Unemployment Relief
Wisconsin Land Economic Inventory
Wisconsin Library Association
Wisconsin Library Bulletin
Wisconsin Library School
Wisconsin Loyalty Legion
Wisconsin Railroad Farm Mortgage Land Company
Wisconsin Retirement Fund
Wisconsin River

Wisconsin School for Girls
    RT Industrial School for Girls (Milwaukee, Wisconsin)
    --Building and improvement
Wisconsin School for the Deaf
    x Wisconsin Institution for the Deaf and Dumb
    --Finance
    --Inventories
    --Student records
    --Teachers
Wisconsin School for the Visually Handicapped
    x Wisconsin Institution for the Education of the Blind
    --Finance
    --Inventories
Wisconsin Society of Plumbing Inspectors
Wisconsin State Capitol
    see Wisconsin--Capitol
Wisconsin State Conference on Education (1955)
Wisconsin State Fair
    BT Agricultural fairs
Wisconsin State Medical Society
Wisconsin State Prison (Waupun)
    see Waupun Correctional Institution
Wisconsin State Reformatory
    see Green Bay Correctional Institution
Wisconsin State Teachers Retirement Fund
    x State Teachers Retirement Fund
Wisconsin Telephone Company
Wisconsin State University System
    RT University of Wisconsin System
        individual campuses
    --Construction projects
Wisconsin Statutes
    x Statutes
Wisconsin Valley Colonization Company
Wisconsin Veterans' Home
Wisconsin Veterans' Housing Authority
Wisconsin War Records Commission
"Wisconsin Welcomes You" (Poster)
Wisconsin Workshop for the Blind
    --Building and improvement
Wolf River
Women
    --Employment
    --Health
        RT Maternity hospitals
            Midwives
    --Prisoners
        see Prisons for women--Inmates
    --Property rights
    --World War I

Women in charitable work
Women's Service Exchange
Women's suffrage
Work Projects Administration
    see United States. Work Projects Administration
Work relief
    x Public works
    BT Public welfare
    RT Unemployment
    --Projects
        --Finance
    --Statistics
Workers' compensation
    BT Insurance
    RT Occupational health and safety
        Labor laws and legislation
    --For work relief
        --Legal opinions
Works Progress Administration
    see United States. Work Projects Administration
World War I
    x European War, 1914 - 1918
    BT Military affairs
    --Agriculture
    --Anti-foreign sentiment
    --Building restrictions
    --Charities
    --Civil defense
    --Disabled soldiers
    --Food question
    --Libraries
    --Military service, Compulsory
    --Newsclippings
    --Patriotic societies
    --Railroads
    --Registers, lists, etc.
        --Soldiers
    --Veterans
    --War work
    --Women
World War I Service Recognition Board
World War II
    BT Military affairs
    --Civil defense
    --Economic aspects
    --Libraries
    --Periodicals
    --Personal narratives
    --Veterans
    --War Production Training Program
    --War work

World's Columbian Exposition
    see Chicago World's Fair, 1893
Wright, Frank Lloyd
Youth organizations
Zoning